

GEORGIA STATE BOARD OF LANDSCAPE ARCHITECTS

Board Meeting: June 28, 2006

A meeting of the Georgia State Board of Landscape Architects was held on Wednesday, June 28, 2006, at the Office of the Division Director, Professional Licensing Boards Division, 237 Coliseum Drive, Macon, Georgia.

The following Board Members were present:

Michael W. Breedlove, Chairman
Jaydee Atkins Ager, Consumer Member
D. Chad Baker, Landscape Architect
Rebecca R. Kirk, Landscape Architect

Others present were:

Gwyn H. Ridley, Executive Director
Ruth Reece, Applications Specialist
Wakendra C. Stenson, Board Secretary

Chairman Breedlove established that a quorum was present at 9:35 a.m. and called the meeting to order.

Mr. Baker made a motion to **approve** the minutes of the March 29, 2006 Board meeting. Ms. Ager seconded the motion. The motion carried unanimously.

The Board held a public hearing at 9:35 a.m. regarding adoption of the proposed amendments to Rule 310-2-.01 – Applications, Rule 310-2-.03 – Examinations, and Rule 310-7-.01 – Seals and Rubber Stamps. No written comments were received and no interested party attended the hearing. The public hearing was adjourned at 9:40 a.m. The Board meeting was reconvened at 9:40 a.m. by Chairman Breedlove. Ms. Ager made a motion to adopt the proposed amendments to Rule 310-2-.01, 310-2-.03, and 310-7-.01. Ms. Kirk seconded the motion. Members Ager, Baker, Breedlove, and Kirk voted to adopt the rules as posted. (See Attachments #1, #2, and #3.)

Mr. Baker made a motion to enter into **Executive Session**, in accordance with O.C.G.A. 43-1-2(k) and 43-1-19(h) to deliberate on applications, investigations and to receive investigative reports.

Ms. Kirk seconded the motion. Voting in favor of the motion were those members present who included Board members Ager, Baker, Breedlove, and Kirk. The Board concluded **Executive Session** in order to act on these matters and to continue with the public session.

Applications:

Ms. Ager made a motion to **approve** the following applications for examination, reciprocity, and reinstatement that met certification requirements. Ms. Kirk seconded the motion. The motion carried unanimously.

Examination:

The following applicants were **approved** to take the L.A.R.E.:

Alan Andrew Wieczynski

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Molly McClanahan Welch

The following applicant was **approved** to take the L.A.R.E. pending completion of work experience:

Melissa Wright Ryckley

The following applicants were **approved** for licensure in Georgia by Reciprocity pending passage of the Georgia Component Section of the Landscape Architect Registration Examination:

Stephanie Ann Pankiewicz

Cynthia A. Tyler

Temporary License:

The following applicant was **disapproved** for temporary licensure:

Dennis Joseph Mullane

Reinstatement:

The following applicants were **approved** for reinstatement of an expired license:

Mark Lee Baker

Robert Gary Pierson

Wimberly Dennis Treadwell

James Michael Woods

Licensed Since the Last Review:

The Board reviewed the following list of Landscape Architects licensed since the last review. Mr. Baker made a motion of **approve** the list. Ms. Ager seconded the motion. The motion carried unanimously.

License Number	Name	License Date	License Method
LA001434	Donnie L. Longenecker	03/09/2006	Examination
LA001435	Todd Monroe Peaster	03/16/2006	Examination
LA001436	Bradd Howell Stuart	03/16/2006	Examination
LA001437	Jennifer Fitzsimmons Jones	03/16/2006	Examination
LA001438	Micah S. Lipscomb	03/16/2006	Examination
LA001439	Brendan McCabe Smith	03/29/2006	Examination
LA001440	Jeffrey Douglas Adams	03/31/2006	Examination
LA001441	Thomas C. Jones, Jr.	04/06/2006	Examination
LA001442	Andrew John Majsztrick, IV	05/31/2006	Examination
LA001443	Jason Charles Redd	06/09/2006	Examination

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Reinstatements Since Last List Reviewed:

License Number	Name	Reinstatement Date
LA000380	Jerry M. Boyd	03/29/2006
LA000491	Delmar Brinkley Bradshaw	03/29/2006
LA000575	Matthew Ross Houser	03/29/2006
LA001116	William Gregory Webb	03/29/2006
LA001292	Christopher George Chotas	03/29/2006
LA001012	Christopher Morgan Rowden	04/13/2006
LA000772	Peter John Bilson	04/13/2006
LA001170	David Michael Benedict	04/13/2006
LA000980	Richard Rowland Lonergan	04/13/2006
LA000641	Stephen Lee Richardson	06/13/2006

Temporary Licenses Issued Since Last List Reviewed:

License Number	Name	License Date	License Method
LA-T000017	Frederic A. Clark	03/29/2006	Temporary
LA-T000018	Mara Lee Baird	03/29/2006	Temporary

Enforcement Committee Report:

The Board heard a report from the Enforcement Committee.

Ms. Ager made a motion to approve the following recommendations. Ms. Kirk seconded the motion. The motion carried unanimously.

LA060027 – close the case and refer to State Licensing Board for Residential and General Contractors and Governor's Office of Consumer Affairs

LA060030 – close the case

The Board reviewed information received involving unlicensed practice. Ms. Kirk made a motion to proceed with investigation. Ms. Ager seconded the motion. Motion carried unanimously.

The Board heard a report from the following staff members:

The Executive Director updated the Board on the following items of interest:

- Upcoming Travel Funds
- Revised Rule Books
- Renewals
- Ruth Reece presented revised reinstatement and temporary applications

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Correspondence and Items of Information:

Mindy S. Zeni: The Board reviewed correspondence received relating to “Exception to Landscape Architect Rules”. Ms. Ager made a motion to request clarification and specific information regarding the designs. Ms. Kirk seconded the motion. The motion carried unanimously.

Mark Crapps: The Board reviewed an inquiry relating to Landscape Architects and Storm Detention Calculations. The Board directed staff to forward two (2) past opinions from the Attorney General’s office for reference. The Board noted that the opinions confirm that Landscape Architects may prepare grading plans for the determination of drainage as defined in O.C.G.A. 43-23-1(3). The Board instructed staff to forward the inquiry to the Board Attorney for review.

Chairman Breedlove requested that the minutes reflect that the examination for licensure by the Georgia State Board of Landscape Architects includes a Georgia Component Section that tests subject areas from the Georgia Storm-Water Manual. Therefore, applicants for licensure as landscape architects have been tested on storm-water management in Georgia; whereas, the examination for the Engineering Board includes hydrology but not Georgia specific test items.

The Board also reviewed a list of study references for use as guidelines when students are preparing to take the Georgia Component of the Examination. The list will be updated as discussed and provided to Board members prior to website availability.

The Board reviewed other miscellaneous correspondence and information that did not require a vote or action.

Rules

The Board discussed revising its rules to include the mandatory certification program. Mr. Baker will prepare a draft to the Continuing Education Rules regarding Erosion and Sedimentation Control Certification for review.

HB1385

The Board reviewed and discussed HB1385.

CLARB

Marsha Wyly: The Board reviewed correspondence regarding Candidates for Office. Ms. Ager made a motion to vote for Shane DeWald for Secretary. Mr. Baker seconded the motion. The motion carried unanimously.

The Board reviewed other miscellaneous correspondence and information that did not require a vote or action.

Other Business:

There was no further business and the meeting was adjourned at 12:20 p.m.

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Wakendra C. Stenson
Recorded by Board Secretary

Gwyn H. Ridley
Reviewed by Executive Director

Michael W. Breedlove
Chairman
Landscape Architects

Mollie L. Fleeman
Mollie L. Fleeman
Division Director

These minutes were approved on _____ September 13, 2006

These minutes were signed on _____ September 13, 2006

**SYNOPSIS OF PROPOSED REVISIONS TO THE GEORGIA STATE BOARD OF
LANDSCAPE ARCHITECTS RULES FOR APPLICATIONS-EXAMINATIONS
CHAPTER 310-2**

Rule 310-2-.01 Applications

Purpose: Addresses applications for licensure by applications.

Main Features: Corrects typographical error.

**DIFFERENCES BETWEEN THE EXISTING RULE AND THE PROPOSED AMENDMENTS TO
THE GEORGIA STATE BOARD OF LANDSCAPE ARCHITECTS RULES FOR
APPLICATIONS-EXAMINATIONS**

[Note: underlined text is proposed to be added; lined-through text is proposed to be deleted.]

310-2-.01 Applications.

(1) An application for licensure as a Landscape Architect by examination shall be submitted on a form provided by the Board and may be received at any time during regular business hours at the office of the Board. The deadlines for submission of applications to the Board office are:

June examination: March 1st for first-time applicants;
March 15th for re-exam applicants.

December examination: September 1st for first-time applicants;
September 30th for re-exam applicants.

(a) Each applicant sitting for the examination must obtain written approval from the Board prior to taking any portion (written and/or computer based) of any examination offering that occurs at any time during the year.

(2) An examination fee shall accompany the application.

(3) All portions of the application must be completed and the Board reserves the right to require the applicant to furnish proof of the statements made therein. Failure to supply additional evidence within the dates prescribed by the Board, or failure to appear before the Board, if requested, may be considered just and sufficient cause for denial of the application as an incomplete application.

(4) The Board reserves the right to retain any and all documents submitted.

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- (5) The Board may require evidence to support the adequacy of the training required. Successive periods of employment of less than 10 weeks may not be considered as part of a training described on the application.
- (6) In order to be acceptable to the Board, the 18 months of training required in O.C.G.A. 43-23-7 as a prerequisite for the examination must be in the actual full-time practice of landscape architecture under the direct supervision of a registered landscape architect, registered architect, professional engineer, or registered land surveyor. Exceptions to the supervision requirements provided for in this paragraph will be considered by the Board on a case by case basis. It is the applicant's responsibility to provide adequate documentation to show evidence of having met the training requirement provided for in this paragraph. Full-time is defined as a minimum of 40 hours worked per week. In order for part-time work to fulfill the training requirement, 36 months of training with a minimum of 20 hours worked per week is required.
- (7) Applicants who hold a Master of Landscape Architecture degree or a Master of Science degree in landscape architecture but who do not hold a Bachelor of Landscape Architecture degree or a Bachelor of Science degree in landscape architecture, must complete the training requirements provided for in O.C.G.A. 43-23-7 as a prerequisite for the examination.
- (8) The Board will provide reasonable accommodation to a qualified applicant with a disability in accordance with the Americans With Disabilities Act. The request for an accommodation by an individual with a disability must be made in writing and received in the Board office by the application deadline along with appropriate documentation, as indicated in the Request for Disability Accommodation Guidelines.

O.C.G.A. §§ 43-1-2, 43-1-7, 43-23-2, 43-23-4, 43-23-6, 43-23-7, and 43-23-8.

**SYNOPSIS OF PROPOSED REVISIONS TO THE GEORGIA STATE BOARD OF
LANDSCAPE ARCHITECTS RULES FOR APPLICATIONS-EXAMINATIONS CHAPTER
310-2**

Rule 310-2-.03 Examinations

Purpose: Addresses applications for licensure by examination.

Main Features: Corrects typographical error.

**DIFFERENCES BETWEEN THE EXISTING RULE AND THE PROPOSED AMENDMENTS TO
THE GEORGIA STATE BOARD OF LANDSCAPE ARCHITECTS RULES FOR
APPLICATIONS-EXAMINATIONS**

[Note: underlined text is proposed to be added; lined-through text is proposed to be deleted.]

310-2-.03 Examinations. Amended.

(1) Examinations shall be those examinations prepared by the Council of Landscape Architectural Registration Boards (CLARB) and an examination prepared by or on behalf of the Georgia State Board of Landscape Architects covering information related to the practice of landscape architecture in the State of Georgia.

(2) The “Landscape Architectural Registration Examination (LARE)” and the “Georgia Component” shall be the examination provided for in O.C.G.A. 43-23-7(c).

(3) Each applicant sitting for the examination must obtain written approval from the Board prior to taking any portion (written and/or computer based) of any examination offering that occurs at any time during the year.

(4) The examination format may be administered via computer-based and/or written and graphic portions as determined by the Board.

(5) The Examination may consist of the following six (6) sections:

(a) Legal and Administrative Aspects of Practice

(b) Analytical Aspects of Practice

(c) Planning and Site Design

(d) Structural Considerations and Materials and Methods of Construction

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- (e) Grading, Drainage and Storm water Management
- (f) Georgia Component – Georgia Laws, Rules, Regulations and Ecosystem of Georgia Preservation, Protection, Enhancement and Modification
- (6) The six (6) sections of the examination may cover, but not be limited to, the following topics:
 - (a) Environmental systems and principles
 - (b) Life safety and security principles
 - (c) Plant materials
 - (d) Planning and design principles
 - (e) Architectural principles
 - (f) Engineering ~~principals~~ principles
 - (g) Structural considerations
 - (h) Geology and soil science
 - (i) Principles of grading and drainage and system design
 - (j) Erosion, sedimentation, and pollution control
 - (k) Drafting, surveying, and mapping principles
 - (l) Assessing existing and built characteristics of sites, areas and regions
 - (m) Construction details, methods and techniques
 - (n) Water issues, including use, quality, quantity
 - (o) Irrigation systems
 - (p) Ethical standards for professional practice
- (7) The applicant is required to pass all portions of the examination.
- (8) The Georgia Component prepared by or on behalf of the Board shall be given at least once each calendar year. The date, time, and place of the examination shall be determined by the Board.
- (9) The minimum passing score of each part of the examination shall be established by the Board with a recommendation from CLARB and the Professional Licensing Boards Examination Division.

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(10)An applicant receiving a passing grade on one or more subjects on the examination shall be given credit for those subjects passed.

(11)All applicants shall be notified in writing of the results of the examination.

O.C.G.A. §§ 43-1-2, 43-1-25, 43-23-2, and 43-23-7

**SYNOPSIS OF PROPOSED REVISIONS TO THE GEORGIA STATE BOARD OF
LANDSCAPE ARCHITECTS RULES FOR SEALS AND RUBBER STAMPS
CHAPTER 310-7**

Rule 310-7-.01 Seals and Rubber Stamps

Purpose: Specifies seal and rubber stamp requirements for licensees and temporary permit holders.

Main Features: Deletes one sentence.

**DIFFERENCES BETWEEN THE EXISTING RULE AND THE PROPOSED AMENDMENTS TO
THE GEORGIA STATE BOARD OF LANDSCAPE ARCHITECTS RULES FOR SEALS AND
RUBBER STAMPS**

[Note: underlined text is proposed to be added; lined-through text is proposed to be deleted.]

310-7-.01 Seals and Rubber Stamps. Amended.

(1) Each registered landscape architect shall, upon receipt of a certificate of registration, obtain a seal of the design authorized by the Board, bearing the registrant's name, certificate number, and the legend "Registered Landscape Architect."

(2) Drawings, specifications, and other documents issued by a registrant shall be stamped or sealed and countersigned by the registrant. A registrant shall not stamp or seal, or allow any other person to stamp or seal any document after the certificate of the registrant named thereon has expired, or has been revoked, or during the period of any suspension imposed by the Board.

(3) A landscape architect shall not affix, or permit to be affixed, his name or seal to any drawing, specification, or other document which was not prepared by him or under his personal supervision. No registrant shall affix his seal to any drawings, specification, or other document unless he has assumed the responsibility for the accuracy of the work involved.

(4) A holder of a Temporary Permit shall meet all the requirements of this section.

(5) ~~The seal of a landscape architect shall not be used in lieu of or substitute for the seal of an architect, engineer, or land surveyor.~~

O.C.G.A. §§ 43-1-19, 43-1-25, 43-23-2, 43-23-5, 43-23-10, 43-23-12, and 43-34-18

Attachment

STATE OF GEORGIA

COUNTY OF BIBB

**AFFIDAVIT SUPPORTING CLOSING
OF PUBLIC MEETING**

The Georgia Open Meetings Act, O.C.G.A. § 50-14-1 et seq., requires that all meetings of an entity covered by the statute must be open to the public unless there is some specific statutory exception which permits the closing of the meeting. If such a meeting is to be closed, the law requires that the presiding person execute a sworn affidavit stating that the subject matter of the meeting or the closed portion thereof was devoted to matters within the statutory exceptions and identifying those specific exceptions relied upon. O.C.G.A. § 50-14-4(b). A copy of this affidavit must be filed with the minutes of the meeting in question.

Comes now Michael W. Breedlove, the presiding officer identified below and, before an official duly authorized to administer oaths, makes this affidavit in satisfaction of the statutory requirements outlined above.

- 1. I am the presiding officer of the GEORGIA STATE BOARD OF LANDSCAPE ARCHITECTS.**
- 2. I am over the age of 18 and in all over aspects competent to make this sworn statement. I acknowledge that I am giving this statement under oath and penalty of perjury and that I have read the contents of this affidavit prior to signing it.**
- 3. On June 28, 2006 this entity, which is subject to the Open Meetings Act, met. A majority of the quorum of the members present voted to close the meeting or a portion thereof for the following indicated reason(s). I hereby certify that during the closed portion of the meeting, only those subjects indicated below were discussed. I also certify that I have reviewed the exceptions provided under the Open Meetings Act that may permit the closing of a meeting and that, to the best of my knowledge, the reasons I have described in detail below meet the requirements for closing this public meeting.**

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4. The legal authority for the closure of this meeting was:

OCGA 43-1-2 (k); 43-1-19(h)

5. The subject(s) discussed and the underlying facts supporting the closing of this meeting are:

RECEIPT OF AND DELIBERATIONS REGARDING APPLICATIONS
AND APPLICATION INFORMATION AND DELIBERATIONS
REGARDING INVESTIGATIONS AND ENFORCEMENT MATTERS;
RECEIPT OF THE RESULTS OF INVESTIGATIONS.

FURTHER THE AFFIANT SAYETH NOT.

Michael W. Breedlove
PRESIDING OFFICER

SWORN AND SUBSCRIBED BEFORE ME

This 28th day of June , 2006

Wakendra C. Stenson
Notary Public